



THE
GEORGE
WASHINGTON
UNIVERSITY

Faculty
Organization
Plan

Washington, D.C.

THE GEORGE WASHINGTON UNIVERSITY FACULTY ORGANIZATION PLAN

Originally put in operation in 1960; as amended most recently in 1976.

SECTION 2. OFFICERS

The President shall be Chairman of the Assembly, the Vice President for Academic Affairs shall be the Vice Chairman, and the Registrar shall be the Secretary.

Article I. Purpose and Power

SECTION 1. OBJECTIVE

The objective of the Faculty Organization Plan is to enable the Faculty of The George Washington University, in keeping with sound principles of university organization, to perform effectively its functions and responsibilities with respect to educational policy and objectives of the University and related affairs in which the Faculty has a legitimate concern or interest. The provisions of the Plan shall be interpreted and applied in accordance with the stated objective of the Plan.

SECTION 2. STRUCTURE AND POWERS

The Faculty Organization shall consist of two bodies: the Faculty Assembly (hereafter "Assembly"), which shall consist of academic personnel holding the rank of professor, associate professor, assistant professor, or instructor who are in full-time service and the administrative personnel provided for hereafter; and the Faculty Senate (hereafter "Senate"), which shall be a representative body acting for the Faculty as the whole in legislative and advisory capacities. The powers, duties, and privileges of the Assembly and Senate shall be exercised in accordance with the Charter of the University and subject to the authority of the Board of Trustees, and they shall relate to matters that are of concern to more than one college, school, or division, or to the Faculty.

Article II. The Faculty Assembly

SECTION 1. MEMBERSHIP

The Faculty Assembly shall consist of the academic personnel holding the rank of professor, associate professor, assistant professor, or instructor who are full-time employees, or in the School of Medicine the equivalent as defined in affiliation agreements, of a degree-granting college, school, or division of the University and the President for Academic Affairs, the Vice President for Admissions, and the officers of administration appointed by the President to the Senate. Vice presidents and other academic personnel in full-time service, and professors and associate professors emeriti, may attend meetings of the Assembly and shall be privileged to speak; but they shall not have the right to make motions or to vote.

SECTION 4. FUNCTIONS

The functions of the Assembly shall be to:

- (1) Receive information from the President, and such members of the University administration as he may designate, of matters of general University interest or faculty concern;
- (2) Receive reports from the Senate as to actions it has taken and the activities of its committees, and, to the extent then anticipated, its proposed agenda and committee programs for the future. The Assembly shall have the power to direct the Senate to include in the agenda of the Senate or any of its committees, or to study and report back to the Assembly, or to take such other action as may be appropriate with respect to any matter of concern to

SECTION 3. MEETINGS

- (a) A regular meeting of the Assembly shall be held at least once during each semester of the academic year. A regular meeting may be called by the President, by request of the Senate, or by the petition of twenty or more members of the Assembly; and the agenda as prepared by the President shall include any matter requested by the Senate or by the Executive Committee of the Senate, or by petition of fifteen or more members of the Assembly. The call of a regular meeting shall contain the time, place, and agenda of the meeting; and it shall be mailed not later than the tenth day preceding the day of the meeting.
- (b) A special meeting of the Assembly may be called by the President or by the Chairman of the Executive Committee of the Senate, or in the absence of the President by the Vice President for Academic Affairs, or by any of these at the request of fifty or more members of the Assembly, for any time and place, giving as much notice as the circumstances permit. The agenda for a special meeting shall be prepared by the person calling the meeting, in consultation with the Executive Committee of the Senate as far as practicable.
- (c) A quorum for any meeting shall consist of 125 members of the membership of the Assembly.
- (d) The Assembly shall act by affirmative vote of a majority of members present and voting, unless the action proposed is in adverse review of action taken by the Senate in which case the affirmative vote of two-thirds of members present, or one representing a majority of the membership of the Assembly, whichever is the lesser, shall be required.
- (e) The Bylaws and rules of procedure of the Assembly shall be subject to the provisions hereof and shall be prepared by the Executive Committee of the Senate, subject to confirmation and amendment by the Assembly.

the Assembly. The Assembly shall also have the power to review any action taken by the Senate and take such action on the basis thereof as the Assembly may deem appropriate;

(3) Act as a referendum body on questions referred to it for that purpose by the Senate.

Article III. The Faculty Senate

SECTION 1. FUNCTIONS

The Faculty Senate, on behalf of the Faculty, shall, with respect to matters which are of concern to more than one college, school, or division, or to the Faculty:

(1) Formulate principles and objectives and find facts, so as to recommend policies to the President;

(2) Provide the President and the Board of Trustees with advice and counsel on such matters as they may request;

(3) At the direction of the Assembly—or may, at the request of the faculty of any college, school, or division, or of individual faculty members, or on its own initiative—consider any matters of concern or interest to more than one college, school, or division, or to the Faculty, and make its recommendations or otherwise express its opinion with respect thereto, to the Assembly, the President, or through the President to the Board of Trustees;

(4) Be the Faculty agency to which the President initially presents information and which he consults concerning proposed changes in existing policies or promulgation of new policies.

SECTION 2. ORGANIZATION

(a) Membership

(1) The President shall be a member of the Senate *ex officio*, and he or another presiding officer may vote to break a tie vote.

(2) Persons who are otherwise eligible for election to and service in the Senate shall be members of the University and shall not be in a probationary status. Questions of eligibility for election and service shall be determined by the Senate.

(3) The faculty members of the Senate shall be elected by and from their faculties as follows: Columbian College of Arts and Sciences, nine; the Schools of Education, Engineering and Applied Science, Government and Business Administration, Medicine, and the National Law Center, three each; and the School of Public and International Affairs and the Graduate School of Arts and Sciences, one each. The faculty members shall be professors, associate professors, or assistant professors in full-time service who have tenure as of the academic year next succeeding the date of election. Vice presidents, assistant vice presidents, deans, vice deans, associate deans,

assistant deans, and other faculty members whose duties are primarily administrative in nature shall be ineligible for election as faculty members of the Senate.

(4) The administrative members of the Senate shall consist of the Vice President for Academic Affairs, the Registrar, and a number of officers of administration equal to the number of degree-granting colleges, schools, and divisions. Administrative members shall have the right to debate but not to make motions or vote. They shall be appointed by the President and shall serve until their successors shall be appointed, but not less than one semester unless their service is terminated by separation from the University.

(b) Officers

The President shall preside at meetings of the Senate, and in his absence, the order of succession to preside shall be the Vice President for Academic Affairs and the Chairman of the Executive Committee. The Registrar shall be Secretary of the Senate. The Bylaws may provide for other officers of the Senate.

(c) Terms of Office

The term of office for faculty members of the Senate shall be two years beginning with the first regular Senate meeting in March of the year of election. If necessary, the terms shall be adjusted by the Executive Committee, with the consent of the Senate, so as to elect approximately one-half of the faculty members each year.

SECTION 3. ELECTION OF FACULTY MEMBERS

The election of faculty members of the Senate shall be held subject to the following requirements but otherwise pursuant to procedures determined by the faculty members eligible to vote in the school or group involved:

(1) The nominating procedure shall permit nominations from the floor or by petition in addition to any other method adopted by the faculty of the school or group involved, and shall, unless otherwise determined at or prior to the election meeting by a two-thirds vote of such faculty, require at least two nominees for each Senate seat to be filled.

(2) Voting shall be by secret ballot.

(3) Only members of the faculty in full-time service shall be eligible to vote, except that, in the case of the School of Medicine, all members of the Executive Faculty shall be eligible to vote for Senate members.

(4) The elections shall be held at meetings called by the academic deans of the respective schools prior to February 15 of each year. A quorum shall be that number which is determined by the faculty of the individual school, college, or division as the quorum required for its regular faculty meetings.

(5) In the event that a vacancy occurs in the Senate membership or a member is on leave of absence or otherwise unable to participate for any period, the faculty of the school or group involved shall be entitled to elect

another representative for the remainder of the term or pro tempore for the period of absence involved.

SECTION 4. MEETINGS

(a) Regular meetings of the Senate shall be held at stated intervals as determined by it but no less often than twice during each semester of the academic year. Special meetings may be called by the President, acting on his own initiative, or upon the request of the Executive Committee or the Assembly or the petition of 25 per cent of the elected members of the Senate.

(b) A quorum shall consist of the next whole number greater than one-half of the faculty members. All power of the Senate shall be exercised by the affirmative vote of a majority of the faculty members present and voting, except where the Bylaws require an extraordinary majority for particular business.

(c) The agenda for any meeting shall be made available in writing by the Secretary of the Senate to all members of the Senate at least seven days prior to the meeting in the case of regular meetings, and with the call in the case of special meetings, and shall be made available for inspection by all members of the Assembly. If, at any regular meeting, any item of business is deemed sufficiently urgent by a majority of the faculty members of the Senate, or by two-thirds of the faculty members present and voting, whichever is the greater, action may be taken with regard thereto by the Senate at such meeting without its previous inclusion in the agenda.

(d) A summary of the minutes of each meeting shall be furnished by the Secretary of the Senate to all members of the Assembly and such administrative officers as the President shall designate. A copy of the full minutes shall be made available by the Secretary for inspection by any such member or officer.

(e) Except as otherwise provided herein, or required by the Assembly, the Senate may adopt such bylaws and other rules concerning its government and procedures as it considers appropriate.

SECTION 5. COMMITTEES

(a) General

There shall be three kinds of Senate committees: the Executive Committee, standing committees, and special committees. The Executive Committee and all standing committees shall meet as directed by the Senate, or as determined necessary by the committees themselves or their chairmen, but not less than once a year. Committee meetings shall be conducted according to orderly procedure, records of deliberations shall be kept, and reports shall be made to the Senate as often as required, but at least annually. Copies of all formal reports shall be filed with the Secretary and shall be available for inspection by members of the Assembly and the administrative officers of the University. Members of the Executive Committee and standing committees shall be

elected for a term not exceeding one year. No member of the Executive Committee shall immediately succeed himself more than twice. The Senate shall establish such procedures for temporary replacement of members of the Executive Committee as shall seem necessary to assure that the Executive Committee would not be prevented from acting effectively in emergencies because of inability to assemble a quorum of its membership.

(b) The Executive Committee

The Executive Committee shall consist of five faculty members of the Senate and the President ex officio. Any faculty member of the Senate shall be eligible to be elected Chairman of the Executive Committee. The Chairman shall be elected by the Senate. The Senate shall also elect the other four elective members of the Executive Committee subject to the restriction that no two of them shall have been elected to the Senate by the same school or faculty group. The Committee shall:

(1) Arrange the agenda for Senate meetings, and shall serve as the channel through which any member of the Assembly may introduce matters for the consideration of the Senate. It shall include in the agenda for any meeting any matters requested by the President or by 20 per cent of the members of the Senate;

(2) Serve as the committee on committees for the Senate and in that capacity nominate the members and chairmen of the standing and special committees and the nominating committee for the members and Chairman of the Executive Committee. Individual faculty members of the Senate shall have the right to make additional nominations, by petition to the Executive Committee or nominating committee prior to the election meeting, or from the floor at such meeting. In the event of any question or dispute as to the jurisdiction of any standing or special committee, the matter shall be referred to the Executive Committee for resolution;

(3) Assist in carrying into effect the actions of the Assembly and the Senate, and make regular progress reports with respect thereto to the Senate;

(4) Prepare and submit progress reports and reports on the work of the Senate, and on any other matter directed by the Senate, to the President and to the Assembly. At the end of each academic year, a report covering the entire year shall be prepared and distributed to all members of the Assembly;

(5) Receive reports prepared by or in any college, school, or division of the University which may be of concern or interest to any other college, school, or division, or the faculty generally, and arrange for distribution of copies thereof to such other college, school, or division, or the faculty;

(6) Act on behalf of the Senate in emergencies on matters requiring immediate action when it is not feasible to call a special meeting of the Senate, such action to be reported to the Senate for confirmation at its next regular meeting.

(c) Other Committees

(1) The committees of the Senate shall have power to inquire, hear,

deliberate, advise, assist, and administer, and to receive and propose resolutions regarding all matters within the functions of the Senate set out in Section 1. of this Article. Advice given and action taken by Senate committees shall be reported to the Senate annually, or as otherwise required by the Senate.

[2] The name, membership, scope, and duties of each standing committee of the Senate shall be set down in the Senate Bylaws. The majority of voting members of every standing committee shall be members of the Faculty in full-time service. Special committees may be established by the Senate, and subcommittees may be established by the Senate or by its committees, and special committees and subcommittees shall be composed of such members as the Senate or its committees may provide. The chairman of every standing committee and subcommittee shall be a faculty member of the Senate, and every Senate committee and subcommittee shall include at least one faculty member of the Senate.

[3] The Senate may elect any person to membership in any Senate committee. The President may appoint to nonvoting membership in any standing or special Senate committee any officer of administration whose duties fall within the committee's scope.

Article IV.

1. Amendments to this University Faculty Organization Plan may be proposed to the Assembly by the President, by the Senate through petition to the President as Chairman of the Assembly, by 100 of the faculty members of the Assembly, or by a faculty committee as hereinafter provided. Voting on a proposed amendment by the Assembly may be at a regular or special meeting. For adoption of a proposed amendment by the Assembly a favorable vote of either two-thirds of those voting, or a majority of the voting members of the Assembly, whichever is the lesser, shall be required. Amendments so adopted shall be submitted to the Board of Trustees for its approval and shall become effective only when so approved.

2. After this University Faculty Organization Plan has been in effect for two years, it shall be subjected to automatic review and reappraisal by a faculty committee established specifically for that purpose. Such committee shall be composed of two representatives from the faculty (in full-time service and not officers of administration) of each school or faculty group then represented in the Senate. At least one such representative from each school or group shall not then be a member of the Senate. The committee shall prepare a written report for distribution to every member of the Assembly, and shall have the authority and responsibility through such report to propose amendments to the Faculty Organization Plan. Such proposals (if and to the extent approved by the Assembly) shall be submitted to the President for transmission to the Board of Trustees for its approval and shall become effective only when so approved.

3. The procedure described in the preceding paragraph for automatic review and reappraisal of the Faculty Organization and for making and implementing recommendations for changes in it shall be repeated every four years. Elections of members of the second Faculty Organization Review Committee shall be held in the fall semester of the academic year 1968-1969, and elections of succeeding committees shall be held in the fall semesters of each successive fourth year. The Chairman of the University Senate's Executive Committee shall have the responsibility of seeing that elections are held as prescribed and of convening the initial meeting of the Review Committee.

APPENDIX I

*Rules of Procedure for Faculty Assembly Meetings

1. NOTICE OF MEETING. Notice of a meeting of the Assembly shall consist of the time and place of the meeting, the type of meeting, whether regular or special, the means by which the meeting has been called, and the Agenda prepared by the President; and the Secretary shall put the Notice in the University mails at least ten days (not including the meeting day) prior to the meeting day.
2. PRESIDING OFFICER. The President shall be Chairman of the Assembly and its presiding officer. In the absence of the President, the Vice President for Academic Affairs shall preside, and in his absence, the Chairman of the Executive Committee of the Faculty Senate.
3. ORDER OF BUSINESS. The ordering of business on the Agenda shall be done by the President, and matters may be taken up out of the announced order at the Chairman's discretion. A matter for debate which does not appear in the Agenda may be taken up only by a majority vote which suspends the Rules of Procedure for that matter.
4. MEETINGS. Attendance at meetings of the Assembly shall be confined to members, except as individuals are invited by the President to attend, and subject to the Assembly's right to declare the meeting closed to nonmembers by a majority vote.
5. DEBATE. Debate and amendments (including substitute motions) must be germane to the question being debated. In order to raise the issue of germaneness, a member may interrupt debate to call for a ruling by the Chairman, or the Chairman may raise the issue himself; and the Chairman's ruling on germaneness may be overturned only by a majority vote.
6. RULES OF ORDER. Except as otherwise specified in these Rules of Procedure, the Assembly shall govern itself according to Robert's Rules of Order. The Parliamentarian of the Senate shall advise the Chairman on points of order.

*Adopted by the Faculty Assembly September 13, 1966; minor editorial changes made in March 1971 to conform the text to 1970 amendments to the Faculty Organization Plan.

7. VOTING. The first vote on a question shall normally be by voice, and the Chairman shall announce the result. If the Chairman or three members

call for a division of the Assembly, the Chairman shall appoint tellers and shall call for a show of hands, announcing the number of affirmative and negative votes. No secret ballot shall be taken except by notice in the Agenda.

8. ADOPTION AND AMENDMENT. The Rules of Procedure, having been prepared by the Executive Committee of the Senate according to Article II, Section

3. (e) of the Faculty Organization Plan, may be adopted by the Assembly by majority vote. The Rules may thereafter be amended as an ordinary matter of business after appearing on the Agenda and being adopted by majority vote.

APPENDIX II

*Bylaws of the Faculty Senate

Be it Resolved by the Faculty Senate of The George Washington University:

SECTION 1. MEETINGS AND SESSIONS

(a) A "regular meeting" of the Senate shall be held on the second Friday of October, November, December, January, February, March, April, and May. The Executive Committee may change the date of a regular meeting in unusual circumstances. The President may call a "special meeting" upon the request of the Executive Committee or upon the petition of 25 per cent of the elected members of the Senate.

(b) Meetings of the Senate shall be open for attendance and observation to all members of the Faculty Assembly, except that by a majority vote the Senate may declare an "executive session" which only elected and ex-officio members may attend.

(c) The business year of the Senate shall be called a "session" and each session shall commence with the call to order of the regular meeting in March.

SECTION 2. ORDER OF BUSINESS AND AGENDA

(a) The order of business for regular meetings of the Senate shall be as follows:

- (1) Call to order
- (2) Approval of the minutes of the previous meeting
- (3) Special business; for example, matters postponed to this meeting

(4) Resolutions reported out of Committees, with reports if any

(5) Introduction of Resolutions

(6) General business; for example, announcements, nominations, elections, appointments, and Committee reports unaccompanied by Resolutions

- (7) Brief statements
- (8) Adjournment.

(b) The Executive Committee shall include in the Agenda for any meeting any matters requested by the President or by 20 per cent of the members of the Senate. Arrangement of the Senate's business upon the Agenda within the above categories shall be the duty of the Executive Committee. Matters on the Agenda may be taken up out of order by a majority vote. Matters not on the Agenda may be taken up only by a suspension of the rules of order.

(c) The Agenda for a regular meeting shall be available to members in writing in the office of the Secretary, and a copy of the Agenda addressed to each member shall be put in the University mails, on the seventh day before the meeting day.

(d) The Agenda for a regular meeting shall be accompanied by copies of reported Resolutions scheduled for debate, including those which originate in Committees and have not theretofore been introduced, and copies of Committee Reports submitted with Resolutions.

(e) The Agenda for a special meeting shall be prepared by the Executive Committee and may be incorporated in the call for the meeting. The minutes of a special meeting shall be approved at the next regular meeting. No Resolution not on the Agenda for the special meeting shall be considered by the Senate.

SECTION 3. RESOLUTIONS

(a) A "Resolution" shall consist of a statement which, if adopted by the Senate, will announce the policy of the Senate with regard to some matter within its competence.

(b) A Resolution shall consist of these parts: the Title, the Preamble (if any), the Resolving Clause, and the Text. The Title shall briefly describe the content and purpose of the Resolution, which should be confined to a single topic; the Title shall commence, "A Resolution to (or for)...". The Preamble, if any, shall describe the background of the Resolution. Following the Preamble, if any, and immediately preceding the Text shall appear this Resolving Clause: "Be it Resolved by the Faculty Senate of The George Washington University." The Text may set forth more than one policy, each policy being stated in a separate numbered section.

(c) In order to "introduce" a Resolution, a member shall read its Title and move its adoption, another member shall second the motion, and the first member shall present one copy to the presiding officer and one copy to the

*Established by Resolution Number 65-3, November 12, 1965, as amended to date by the Faculty Senate.

Secretary. The presiding officer shall then read the Resolution aloud and refer it to the Chairman of the Executive Committee for assignment to an appropriate Committee. Resolutions shall be numbered by the Secretary consecutively in the order of their introduction or reported as original Resolutions from Committees; for example, "Resolution No. 66-5"; and Resolutions may be referred to by number in the Minutes, in Reports, and in debate.

(d) The presiding officer shall declare a Resolution "adopted" by the Senate upon passage of its Resolving Clause and Text by a majority vote.

SECTION 4. COMMITTEE ACTION ON RESOLUTIONS

(a) A Resolution introduced at a meeting shall be assigned by the Chairman of the Executive Committee to an appropriate Standing Committee or to the Special Committee created by motion for the purpose. Resolutions may also be originated by Committees without prior introduction in a Senate meeting, and such Resolutions need only be reported by the Committee to become the business of the Senate. A Resolution assigned to a Standing Committee which is neither reported during the session nor attached to a Standing Committee's Annual Report shall be listed by the Executive Committee's Annual Report as "defeated in Committee," and the Resolution must be reintroduced or originated in a Committee in order to be taken up in a subsequent session. Resolutions assigned to Special Committees shall survive from session to session without Committee action.

(b) A Resolution shall be "reported" to the Senate for its action when the Committee's chairman presents a copy of the Resolution to the Chairman of the Executive Committee for inclusion on the Agenda. A Special Report of the Committee may accompany the Resolution.

SECTION 5. COMMITTEE REPORTS

(a) Committee Reports shall be of three kinds: Annual Reports, Final Reports, and Special Reports.

(1) Each Standing Committee and the Executive Committee shall submit an "Annual Report" of activities during the session. Resolutions attached to an Annual Report shall be the business of the Committee in the next session, and with the consent of the Committee's Chairman, the Resolutions may be put upon the Agenda of any meeting in the next session.

(2) Each Special Committee shall submit a "Final Report" to the Senate at the conclusion of its activities and shall, with submission of the Final Report, move to be discharged.

(3) A "Special Report" may be submitted by any Committee at any time, either in support of its reporting a Resolution, or by way of information to the Senate on the Committee's activities.

(b) A Committee Report must be adopted by a majority of the Committee and shall be submitted over the name of the Chairman, whether he con-

curs in the Report or not. The Chairman and members of the Committee may submit their separate views for attachment to the Committee Report over their separate names. A Committee Report shall be "submitted" when it is delivered in writing to the Chairman of the Executive Committee. Each Committee Report more than three double-spaced typewritten pages in length shall commence with a "Summary" not more than one such page in length for distribution to the Faculty Assembly.

(c) The submitted Committee Report shall be circulated to the members of the Senate and shall be included in the minutes at the next appropriate meeting, but it shall not be read aloud unless requested by a majority vote. No Senate action regarding a Committee Report as such shall be in order, whether to receive, adopt, or accept it. The appropriate manner of securing debate and adoption of a Committee's proposals shall be to frame them as Resolutions.

SECTION 6. VOTING

(a) Elected members of the Senate shall be the voting members, except as provided below to break a tie vote.

(b) A "majority vote" shall be one vote more than one-half of the elected members present and voting, and a "quorum" shall consist of one-half of the elected members; and if "one-half" equals a fraction, the number required for a majority vote or a quorum shall be the next higher whole number.

(c) Voting shall ordinarily be by voice, with the presiding officer calling for the Ayes and Nays and declaring the result; except that any member, elected or ex officio, may call for a division of the Senate.

(d) Voting in a division of the Senate shall ordinarily be by show of hands, with the presiding officer appointing nonvoting tellers and announcing the Ayes and Nays. In a division of the Senate the presiding officer may, when he announces a tie vote, vote orally to break the tie vote.

(e) Upon the call of six elected members a roll call vote shall be taken. The Secretary shall call the roll alphabetically, recording beside each name "Aye," "Nay," "Not Voting," or "Absent," and the presiding officer shall vote last and only if he wishes to break a tie vote between the Ayes and the Nays. The presiding officer shall announce all the results of a roll call vote.

(f) By a majority vote a secret ballot may be taken. The Secretary as teller shall record the Ayes and the Nays and inform the presiding officer, who shall announce them; and if there is a tie vote between the Ayes and the Nays, the presiding officer, if an ex officio member, may vote orally to break the tie.

SECTION 7. DEBATE

(a) The entry of a Resolution upon the Agenda as reported by a Committee puts that business before the Senate for debate, and no second or other motion is required. A spokesman for the position of the Committee, ordinarily

the Chairman, shall have the privilege of opening and closing debate on the merits.

(b) Debate and amendments must be germane to the Resolution or other motions, and rulings of the presiding officer upon calls for order of the question of germaneness shall be appealable to a majority vote.

(c) Upon request of an elected member, and upon a majority vote if demanded by any member, the privileges of the floor for a germane statement not to exceed ten minutes in length may be extended to any person.

SECTION 7A. STATEMENTS AND DISCUSSIONS

(a) At the close of all business brought before the Senate at a regular meeting, any member (or any other person, within the procedures set out in Section 7.(c)) may deliver a statement upon any subject within the competence of the Senate, and other members may join in discussion of the statement. Other statements and discussions may follow. A statement shall not be considered a resolution, and discussion of a statement shall not be considered debate. The order of appearance of persons delivering statements may be set in advance of the meeting by arrangement with the President and may, but need not, be set forth in the Agenda. The subjects of statements and motions of referral, but not the details of discussion, shall be noted in the minutes.

(b) A statement or discussion may be interrupted by the following motion: "I move to refer the subject to the Senate Committee on... (naming an appropriate committee)." Because a function of the motion is to terminate discussion of the subject, the motion shall be undebatable, and it shall be amendable only in respect of the committee designated.

SECTION 8. RULES OF ORDER AND PARLIAMENTARIAN

(a) Except as specifically provided to the contrary in the Bylaws, the Senate shall govern itself according to Robert's Rules of Order.

(b) A Parliamentarian shall be appointed at the first regular meeting of each session by the President with the advice and consent of the Senate. The Parliamentarian shall not be a member of the Senate. He shall advise on parliamentary procedure for meetings and shall assist in the drafting of Resolutions.

(c) Rulings announced by the presiding officer shall govern the Senate unless appealed and overruled by a majority vote. It shall be the duty of the Parliamentarian to frame issues of procedure as proposed amendments to the Bylaws.

SECTION 9. SUSPENSION OF THE RULES OF ORDER

(a) If at a regular meeting a Resolution is put in the hands of all the members in writing, one copy to each member, it may be taken up under a suspension of the rules of order if three-fourths of the elected members so

vote, or upon the unanimous vote of any lesser number of elected members present.

(b) Any matter within the competence of the Senate may be considered at a special meeting provided the Agenda rules for special meetings are complied with, but the rules of order shall not be suspended at a special meeting.

SECTION 10. AMENDMENTS

Amendments to the Bylaws may be introduced and referred to the Executive Committee, or they may be originated within the Executive Committee at the suggestion of the Parliamentarian, and they shall be treated as nearly as may be as Resolutions. Enactment shall be by a majority vote. Amendments shall not be considered under a suspension of the rules of order.

SECTION 11. STANDING COMMITTEES

There shall be standing committees for the following areas: Administrative Matters as They Affect the Faculty; Admissions and Advanced Standing; Appointment, Salary, and Promotion Policies; Athletics; Educational Policy; Fiscal Planning and Budgeting; Library; Physical Facilities; Professional Ethics and Academic Freedom; Public Ceremonies; Research; Student Financial Aid; University Development and Resources; University Objectives; and University and Urban Affairs.

Other standing committees created by the Senate shall continue in force.

